

**CITY OF CIRCLEVILLE
PLANNING AND ZONING COMMISSION
104 EAST FRANKLIN STREET
CIRCLEVILLE, OH 43113
(740) 477-8224**

Wednesday, August 7, 2019
City Hall Council Chambers

MEETING MINUTES

Members Present

Marsha Griebel Graham
Terry Frazier
Don McIlroy
Mike Combs
Kim Hunter, Clerk

Visitors

Brian Pontius
Alex Wolfe
Mary Wolfe
Marc Rogols
Steven Felts

Vice-Chairperson Marsha Griebel Graham called the meeting to order at 6:07 p.m.

The first item on agenda is to approve the July 2019 Meeting Minutes.

Kim Hunter stated I have an email from Al Sedlak stating that on page 4, in two different places, the word moot is misspelled. It should be mute.

Marsha Griebel Graham stated on page 3, in the fifth paragraph it should be intentions, not intensions.

Marsha Griebel Graham stated with those corrections, do I have a motion to approve the July 2019 Meeting Minutes.

Don McIlroy motioned to approve the July 2019 Meeting Minutes, seconded by Mike Combs.
All in favor, motion carried.

The next item on the agenda is Lot Split/Lot Combine, as requested by Alex Wolfe, 550 Joy Court, Circleville, OH 43113 to split Tract Two (Parcel # A0511210001605) leaving 14,916.167 square feet and combining the remainder into Tract One (Parcel # A0511210001604) making it 43,814.818 square feet, which is property located at 550 Joy Court, Circleville, OH in an R-2 District, Single Family Residential District.

Alex Wolfe was sworn in and stated there are a couple different reasons as to why I would like to do this. I wanted to clean it up because there are three parcels there anyways. It would be nice to take the back parcel and put it with the front parcel, which would be Tract One is how they

have it shown now. It would make it 43, 814.818 square feet. I am borderline on the existing driveway versus the other parcel, which is Tract Two. We would be moving that property line over to allow that to work properly.

Marsha Griebel Graham stated this is a fairly simple survey. He does have a parcel that is in the back and he is adjoining that with this other parcel. He is splitting off 0.342 acres out of that parcel and combining it with Lot #2. Your house is on Lot #2 and your driveway looks like it has been partially on Lot #3, so that will leave you the remaining Tract, which is Tract #2. Will it be a vacant lot then?

Alex Wolfe replied yes, for now.

Marsha Griebel Graham stated it does have the frontage that is required under our guidelines with R-2, we are required to have at least I think a minimum of 10,000 sq. ft. and 80 ft. on the front and also on the rear. It has that so we are within the guidelines. Our code is set up that anytime we have a split like that it has to come before Planning and Zoning for approval.

Terry Frazier stated the smallest parcel to the northwest that is 9,600 square feet, do you own that or is that coming off of the Reinhart parcel.

Alex Wolfe replied no, we own that. There are currently three parcels. We are going to take that one and include it into the one with the house at 550 Joy Court. It cleans it up and gets rid of that parcel.

Marsha Griebel Graham stated I am not sure why they have that little parcel like that to begin with, but it was.

Alex Wolfe stated my understanding was there was an easement beside the house, so it was a swap and there would be no more access or egress beside their property. It probably should have just been incorporated at that time, but since we have an encroachment on the other we are moving it now. We wanted to just clean up everything and put it together. That is rightfully where it would be anyways.

Marsha Griebel Graham asked is anyone in the audience here to address the situation? Do we have anything from the neighbors?

Kim Hunter replied no. We have not received anything.

Marsha Griebel Graham asked if anyone on the commission had any other questions. If not, can I have a motion to approve?

Terry Frazier made a motion to approve the Lot Split/Lot Combine, seconded by Mike Combs.
VOTE ON MOTION: MIKE COMBS, YEA; DON MCILROY, YEA; TERRY FRAZIER, YEA; MARSHA GRIEBEL GRAHAM, YEA; 4 YEAS, 0 NAYS, MOTION CARRIED.

Marsha Griebel Graham stated you will need to get it stamped and signed.

Terry Frazier stated you will probably need a marginal entry on the original subdivision plat too, don't you think?

Marsha Griebel Graham replied yes, you would. Whenever you get your deeds done and get it recorded, you need to make sure that you have in the deed that there should be a marginal entry placed on the subdivision plat to see this plat where we subdivided the two lots.

Alex Wolfe asked who takes care of that. Is it down at the Courthouse?

Marsha Griebel Graham replied whoever is going to prepare your deed needs to do that. You need to get the plat and legal signed off on. Terry Frazier can stamp your originals. Once you get your deed prepared, then it goes back to Debra at the Engineers office. She will need to see it and then you will be ready to go to the Auditor's office.

Alex Wolfe replied sounds good, thank you.

The next item on the agenda is Conditional Use Permit #9-19, as requested by Mike's Landscaping, 11500 Tarlton Rd., Circleville, OH 43113, to construct a 20' x 24' pavilion at 440 Nicholas Drive, Circleville OH 43113 in as SU, Special Use District.

Marsha Griebel Graham asked do we have anyone here for this request. Do we have any other additional information?

Kim Hunter replied no.

Don McIlroy stated I had a few questions, but it looks pretty straight forward. There is a question mark on the one diagram/drawing and I didn't know what the question mark meant. Apparently they are going to put the pavilion back here, which I think would be fine. Are they going to take out the garbage facility? My other concern is that this is a well-traveled area on the new bike/walking path that was put in. I just wanted to make sure that it was set back far enough.

Marsha Griebel Graham stated I imagine they are probably wanting to put it there to service the ones that use it.

Don McIlroy stated I really have no problems with it, other than the question mark on the drawing.

Marsha Griebel Graham asked do we have a motion to table this item.

Don McIlroy made a motion to table the item, seconded by Terry Frazier. All in favor, this Conditional Use Permit is tabled until next month.

Marsha Griebel Graham asked do you call to let them know.

Kim Hunter stated he should have received a letter prior to the meeting. The letter had all of the information regarding meeting and the date/time he needed to be here.

The next item on the agenda is Variance #12-19, as requested by Creative Sign, for 1513 S. Court Street, Circleville, OH 43113, to vary the maximum allowable sign square footage from 100' to 117.8', in a GB, General Business District.

Steven Felts was sworn in and asked if everyone received the drawings?

Don McIlroy stated yes, but ours are in black and white.

Steven Felts passed out copies of the drawings that were in color and stated these might be better to look at. He then introduced Brian Pontius, the owner of the new Jimmy Johns.

Steven Felts stated Brian would like to put up signs on three sides of the building, since he has the end unit. We ended up being in excess of the maximum allowable space, so they told us to come see you guys.

Brian Pontius stated I feel it is very important to have a sign on the rear of the building with the street back becoming increasingly used, the new hotel and Walmart. People coming in and out of Walmart that may have come from the north would not have passed us, but if they are in Walmart or the new hotel the signage on the back is important.

Marsha Griebel Graham is this the one on the back (referring to the picture).

Steven Felts replied yes. You can see the other signs if you come from the south, but if you are coming from the north and going to the hotel, Walmart or anything else in the area having something on the back is important.

Marsha Griebel Graham asked which building are you in.

Brian Pontius replied the northern most end cap towards the new car wash.

Don McIlroy stated while we are waiting Brian, let me say thank you for bringing your business to Circleville. I know we have been talking for several years. I know we have looked at different locations. Does this location meet your delivery standards?

Brian Pontius replied yes. I think we can get the hospital and most of N. Court Street. With the concentration of workers south of there and traffic from St. Rt. 23, I couldn't be happier with the location.

Marsha Griebel Graham stated so that is the only thing we are varying is the square footage. It isn't so much with the height or anything like that.

Terry Frazier relied yes, that is how I interpret it.

Don McIlroy stated the only thing I suggest is that I would bring up to this committee is how this new development is located. You have two major roads, one in the front and one in the back. We will probably see more of these requests coming to us as the developers go in there.

Marsha Griebel Graham asked didn't we talk about it when we approved the plat. We discussed the signage and how much was allowed because of the whole building.

Don McIlroy replied yes, we had some discussion about it. I think where we ended that conversation was that they would come in for a Variance.

Marsha Griebel Graham asked is there anyone in the audience that would like to address this issue. Did we have any communication from anyone?

Kim Hunter replied no.

Marsha Griebel Graham asked if anyone on the commission had any other questions. If not, can I get a motion?

Don McIlroy made a motion to approve Variance #12-19 as requested by Creative Signs, seconded by Mike Combs. VOTE ON MOTION: DON MCILROY, YEA; TERRY FRAZIER, YEA; MARSHA GRIEBEL GRAHAM, YEA; MIKE COMBS, YEA. 4 YEAS, 0 NAYS, MOTION CARRIED.

Don McIlroy said I think you are going to do well with the hotel across the street. Thank you for your interest in Pickaway County and the City of Circleville. I really do appreciate it.

Brian Pontius stated I am very excited.

Don McIlroy stated it has taken us seven years to get that hotel. We have some other developers coming too.

The next item on the agenda is Lot Split/Lot Combine, as requested by Pickaway County Commissioners, 139 W. Franklin St., Circleville, OH 43113 to split .009 acres from Parcel #A0541000001700, and combine the .009 acres to Parcel #A0541000001800 making it a total of .094 acres, which is property located at 963 S. Pickaway St., Circleville, OH 43113 in an SU, Special Use District.

Marc Rogols was sworn in and stated I am representing the Pickaway County Commissioners. I am the Deputy County Administrator. We are doing the Lot Split to allow for the zoning. There is a house located at 963 S. Pickaway Street and the Commissioners would like to sell it.

Special Use does not permit the residency, so we are asking that it be rezoned to Residential. The Lot Split is from the parking lot, which is immediately behind the residence and that is to take that residence into standard for the Residential.

Marsha Griebel Graham asked is anyone living there now.

Marc Rogols stated there was, it used to be a rental. It has always been a residential property under the Special Use.

Don McIlroy asked why it was under Special Use.

Marsha Griebel Graham replied probably because it was Brook Yates and the Nazarene Church before that. When the County took it over I don't think they ever came before Planning and Zoning to change the zoning. That house has always been there and I don't even know when the Church had it if they had it as a rental. I am not sure what Brook Yates did with it when they were there.

Marc Rogols replied the Church had an office it in at one time, I think.

Marsha Griebel Graham stated it makes sense. Is the house a double?

Marc Rogols replied no, it is a very small single.

Marsha Griebel Graham stated adding the square footage like that to increase the lot size only makes sense.

Marc Rogols replied that came from the parking lot.

Terry Frazier stated you need to have 4,000 square feet to be in an R-5, as I recall.

Don McIlroy asked if the purpose is for resale, they are going to sell this property?

Marc Rogols replied yes, that is correct.

Marsha Griebel Graham stated it is almost combining both issues together because you are wanting to combine that, but then you need to submit, once he combines to have it rezoned. It is pretty cut-and-dry. We will need to take each request separately. There is no one else here to address this request. Have we received any communication from anyone?

Kim Hunter replied no.

Marsha Griebel Graham asked can I have a motion to approve this request.

Mike Combs made a motion to approve the Lot Split, seconded by Terry Frazier. VOTE ON MOTION: MARSHA GRIEBEL GRAHAM, YEA; MIKE COMBS, YEA; DON MCILROY, YEA; TERRY FRAZIER, YEA. 4 YEAS, 0 NAYS, MOTION CARRIED.

The next one on the agenda is Rezoning Application, as requested by the Pickaway County Commissioners, 139 W. Franklin St., Circleville, OH 43113, to rezone 963 S. Pickaway St., Circleville, OH 43113 from SU, Special Use District to R-5, Two Family Residential District.

Marsha Griebel Graham asked when we do this, we just make the recommendation and then it goes to Council, is that correct?

Terry Frazier replied for rezoning, yes.

Don McIlroy stated I don't think there will be any issues, but on rezoning they do have to approve it. It will go on their agenda as early as August 20, 2019.

Marsha Griebel Graham asked does anyone have any questions. If not, we can have a roll call.

VOTE ON MOTION: MIKE COMBS, YEA; DON MCILROY, YEA; TERRY FRAZIER, YEA; MARSHA GRIEBEL GRAHAM, YEA. 4 YEAS, 0 NAYS, MOTION CARRIED.

The rezoning application for the recommendation by Planning and Zoning has been passed. It will be recommended to City Council and will go on their agenda. They will send out notifications and advertise for the meeting. Once they approve it, you will be set to go.

Steven Felts asked should I attend that meeting also.

Marsha Griebel Graham replied I would recommend it.

Don McIlroy stated that meeting will start at 7:00 p.m. on August 20, 2019. Check with us first to make sure it is on that agenda.

Marsha Griebel Graham asked can I have a motion to adjourn.

Don McIlroy motioned to adjourn, seconded by Mike Combs. Meeting adjourned at 6:25 p.m.

Submitted by: Kim Hunter

DRAFT